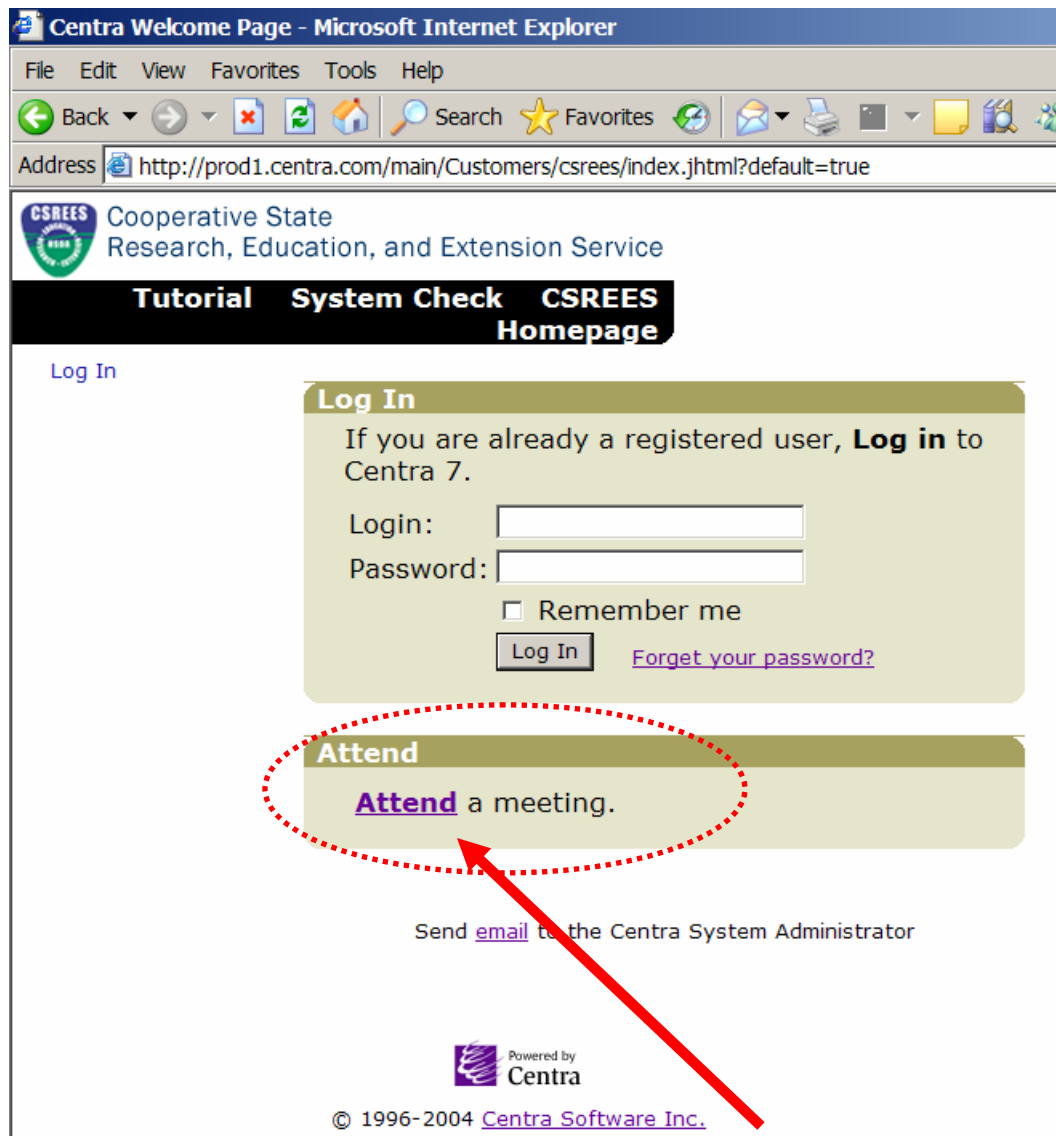# CONNECTIONS DIRECTIONS

1.	Open any web browser, such as Internet Explorer.
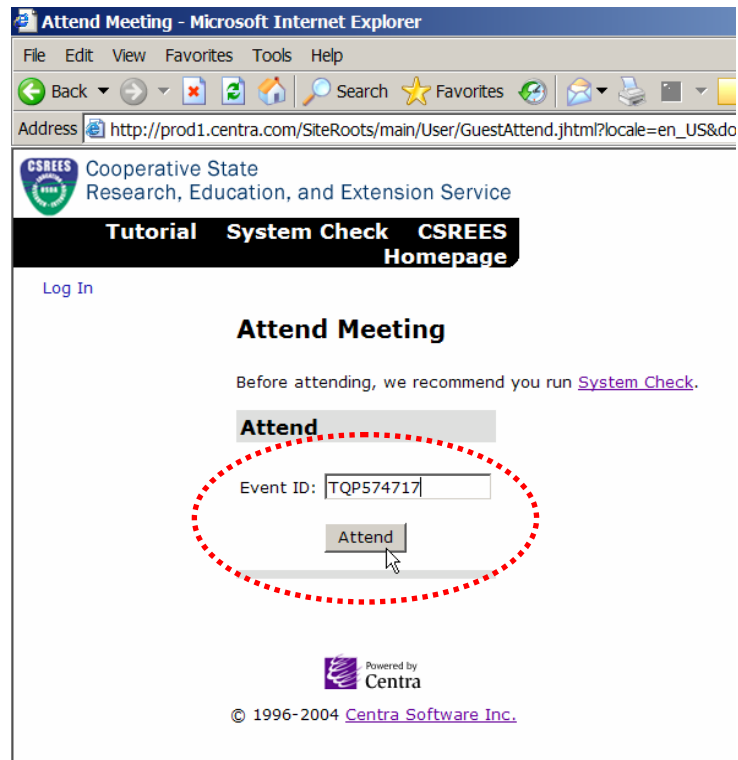
Warning:	If you have pop-up blockers turned on, you **MUST** disable all pop-up blocker BEFORE using Centra.

2.	On the address line, type in the following address:
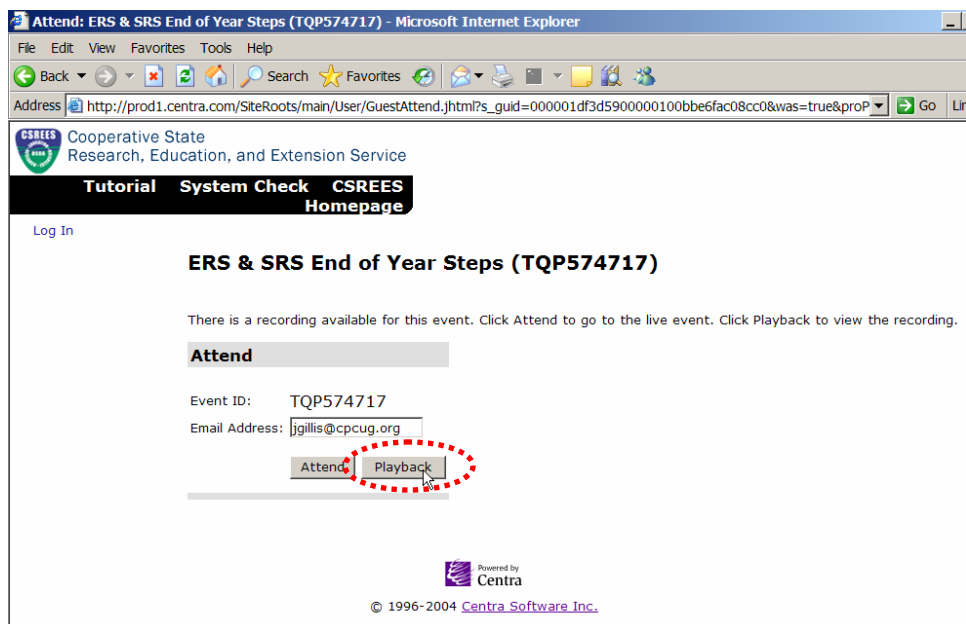
csrees.centra.com

3.	The Centra Welcome page will display. Click on the **Attend a meeting** link.

4. In the **Event ID** text box, enter the Event ID you received by telephone or email. Click on the **Attend** button.

5. In the **Email address** text box, enter your email address and click on the **Playback** button.

6. If prompted, be sure to enter information in the **First Name** and **Last Name** text boxes and click on the **Playback** button.

7. If you receive the prompt *"Do you want to trust the signed applet distributed by Centra Sofware, Inc.?"* click on the **Always** button.

8. Click **OK** to close the US and international privacy law warning dialog box.
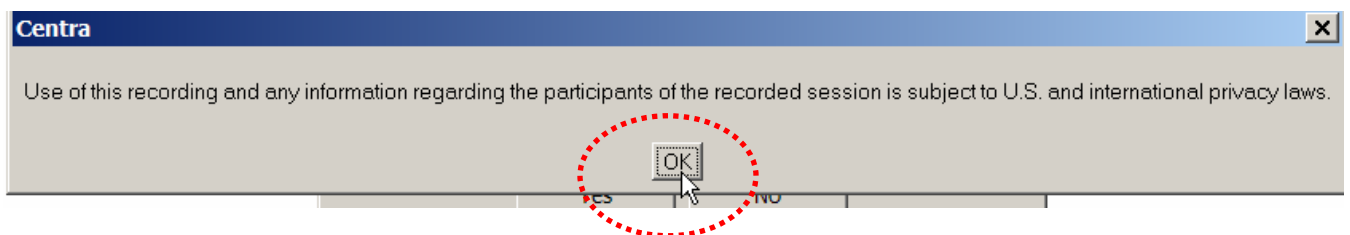
9.   Your event will now open. If the **Audio Wizard** dialog box also opens, you can use it to adjust various audio settings (such as the volume). To adjust volume settings, click on **Next**. Otherwise, click on **Cancel** to close the **Audio Wizard** dialog box and start the event.
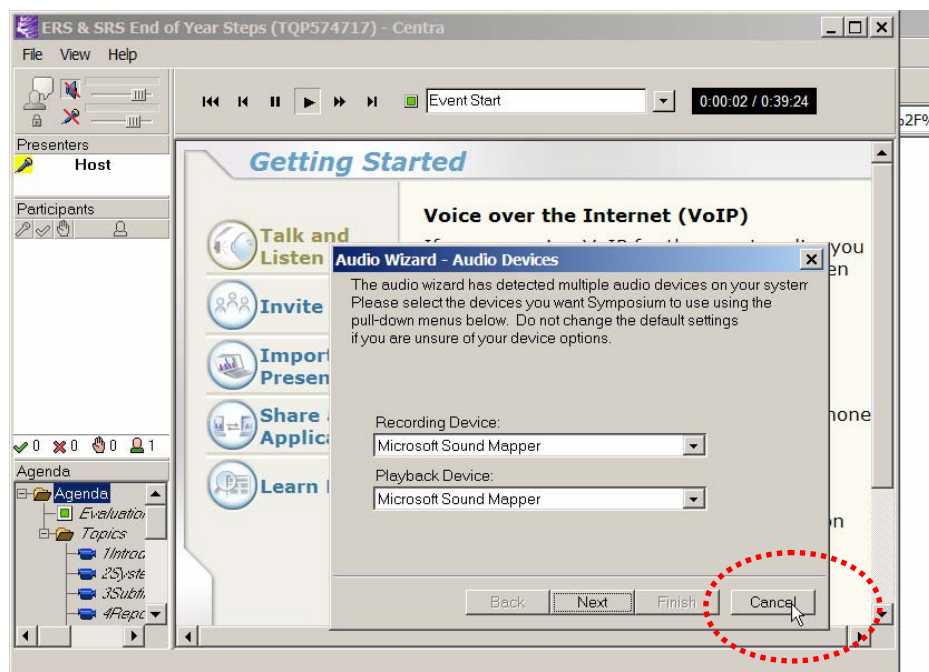
10. Your event will now play. To quickly access any topic within the event, use the navigation box located at the top of the screen.